

ADAIR VILLAGE BUDGET COMMITTEE AGENDA-Final

City Hall - 6030 Wm. R Carr Av.

******Tuesday, May 6, 2025 - 6:00 PM******

1. ROLL CALL – Flag Salute

2. BUSINESS:

- a) Minutes – Budget Committee Meeting – April 15, 2025 (Attachment A)

Action: Approval

- b) Discussion of Use of State Revenue Sharing

Pat Hare

Action: Public Hearing

- c) Review of 2025 - 26 Updated Budget

Pat Hare

Action: Public Hearing/Recommendation/Approval

3. ADJOURNMENT:

The Community Center is accessible to person with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting by calling City Offices at 541-745-5507 or e-mail karla.mcgrath@adairvillage.org, or Oregon Relay Services by dialing 7-1-1. The City of Adair Village is an Equal Opportunity Employer.

***The order in which items on the Agenda are addressed by the City Council
may vary from the order shown on the Agenda.***

**ADAIR VILLAGE
BUDGET COMMITTEE MINUTES-Draft
6030 William R. Carr Avenue
****Tuesday, April 15, 2025 – 6:00 PM******

Agenda Item	Action
<p>1. Roll Call: Members present: Committee members Herzbrun, Packard, and Edmaiston were present. Councilors Ray, Sisler, Officer and Mayor Currier were present. CA (City Administrator) Pat Hare, the 2025 Budget Officer, was lead staff for the meeting. Committee Member Snyder was absent. The minutes were taken by CA Hare.</p>	<p>Mayor Currier called the meeting to order at 6:00 PM and led the flag salute.</p>
<p>2. Election of Budget Committee Chair. The meeting was opened with a nomination for Budget Chair (see Action column).</p>	<p>Mayor Currier moved to nominate Brett Ray as Budget Committee Chair. Unanimous Approval (7- 0).</p>
<p>3. Budget Message (Agenda Item 2a). CA Hare presented the 2025-26 Budget Message.</p>	
<p>4. Budget by Fund (Agenda Item 2b).</p> <p><u>General Fund:</u> The City continues to lease the entire AVIS property to Republic Services, which remains a significant source of revenue from city-owned property. Additionally, the city maintains its contract with the City of Tangent, Oregon, to provide wastewater services. This partnership has had a positive impact on both the Wastewater Fund and the General Fund. Rent from the fourplex on William R. Carr Street, located directly across from City Hall, also contributes to the General Fund.</p> <p><u>RESERVE FUND:</u> This fund operates as the City’s “savings account,” where money is held in reserve for future capital expenditures. It is established by a resolution of the City Council, specifying the purposes for which the funds are being reserved. In our case, these funds are designated to cover future plant, building, and equipment needs.</p> <p><u>STORM DRAIN FUND:</u> The State requires the City to maintain a five-year improvement matrix for the Storm Drain system. Over the years, the city has installed pet waste stations, marked storm drains, and provided informational guides to the public. This year, the focus will shift to updating our development code to meet current standards.</p> <p><u>STREET FUND:</u> This is a “special revenue” fund designed to track revenues the City receives from the State’s gas tax. By law, these funds can only be used for transportation-related purposes, which may include pedestrian and bike paths. Revenues are distributed on a per capita basis, and we anticipate a slight increase this year due to the City’s higher population, as certified after the start of the fiscal year. Over the past three years, revenue from this State fund has increased modestly.</p>	

<p>SYSTEM DEVELOPMENT FUND: This fund tracks the resources and expenditures of System Development Charges (SDCs) and fees received by the City in conjunction with local development. These funds are regulated by State Statute and may only be used for specific purposes related to capacity enhancement. Revenues include a “reimbursement allowance” for prior expenditures and bonded debt. The reimbursement portions are transferred to the Water and Wastewater Funds to meet our debt obligations for revenue bonds. By separating these revenues from the operating funds (Street, Water, and Wastewater), we ensure that they are not co-mingled with operating revenues and used for unauthorized purposes.</p> <p>WASTEWATER FUND: The City has completed Phase 1 of the headworks project, which involved upgrades to increase capacity and ensure the treatment of effluent (wastewater) meets required standards. The total cost of Phase 1 was approximately \$2.7 million. As part of this project, a \$3 increase per customer will be implemented in July 2025 to help fund the next phases.</p>	
<p>5. State Revenue Sharing (Agenda Item 2c). The amount estimated for State Revenue Sharing (SRS) this coming year is \$14,000.00. There was some discussion on this matter. Further discussion will take place during the next meeting.</p>	
<p>6. Public Hearing for Budget and State Revenue Sharing No members of the public were present.</p>	<p>Chair Ray opened the Public Hearing at 7:26 PM. Chair Ray closed the Public Hearing at 7:28 PM.</p>
<p>7. Adjournment: Next meeting- Budget Committee meeting scheduled for 6:00 PM on Tuesday, May 6, 2025. City Council meeting will begin five minutes after completion of the Budget meeting.</p>	<p>Chair Ray adjourned the meeting at 7:37 PM.</p>

Chair's Signature

Date

Motion to approve the budget:

I move to approve the budget in the amount of \$6,904,646.

Motion to approve the taxes:

I move to approve the tax rate of \$2.5894 per thousand (two-point-five-eight-nine-four dollars per thousand) of assessed value.